

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF CODES AND STANDARDS**

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**NOTICE OF FUNDING AVAILABILITY (NOFA)****Community Code Enforcement Pilot Program****October 18, 2000**

The Division of Codes and Standards of the Department of Housing and Community Development (HCD) is pleased to announce the availability of \$2,225,000 in funding for building code enforcement assistance grants under the Department's Community Code Enforcement Pilot Program (CCEPP).

Purpose

CCEPP is a new program whose aim is to make funds available as grants to cities, counties, and cities and counties to create a pilot program in which the department awards grants to communities that develop a code enforcement program that will substantially reduce the incidence of substandard housing through the use of creative and coordinated techniques of code enforcement involving an interdepartmental approach at the local government level. Funds shall be used to develop a code enforcement team consisting of a least one full-time code enforcement officer and a part-time city planner, health officer, or comparable specialist. Applicants shall demonstrate an intent to ensure cooperative and effective working relationships between code enforcement officials and local prosecutorial agencies, the local health department, and local government housing rehabilitation financing agencies.

AB 1382 (Lowenthal) establishes CCEPP (Chapter 8, commencing with section 17998 to Part 1.5 of Division 13 of the Health and Safety Code, relating to housing). The applicable provisions of Health and Safety Code commencing with section 17998 will govern this NOFA and any funded commitments awarded hereunder. Pursuant to Health and Safety Code Section 17998.2 there will be no program regulations. In lieu thereof, this NOFA and its application forms will serve as guidelines for the commitment and use of funds as provided herein. Complete threshold requirements, rating and ranking criteria and match requirements will be set forth in the application process document.

Program Summary

CCEPP will provide grants to eligible applicants in order to develop a code enforcement program pursuant to the criteria established by the statute. Frequently, there is insufficient funding at the local level for coordinated identification and abatement of violations through timely administrative or judicial process or effective community-wide involvement of public and private partners. It is believed that timely and creative code enforcement activity is necessary in order to preserve affordable housing that could otherwise be lost through closure or demolition and to avoid displacement of homeowners and tenants. HCD will award the code enforcement grants on a competitive basis. CCEPP staff will review all applications for

grants for completeness and compliance with the CCEPP statute. Applications will then be rated and ranked based on criteria described in this NOFA.

Applicant Eligibility

- The applicant must be a city, county, or city and county.
- All documents attesting to the applicant's legal status must be current.

Project Eligibility

- The project must be a program designed to reduce the incidence of substandard housing through;
 - a) The use of creative and coordinated techniques of code enforcement involving an interdepartmental approach at the local level; and
 - b) The involvement of community residents in the code enforcement activity.
- The project must identify, in general terms, the nature, source, and timing of the matching funds or resources.

Grant Amounts

- Maximum grant to a single recipient shall not exceed four hundred and fifty thousand dollars (\$450,000).
- Minimum grant to a single recipient shall not be less than one hundred and fifty thousand dollars (\$150,000).

Eligible Uses of Funds

- The grant funding must be used to create a three-year pilot program that initiates a coordinated active community approach to code enforcement and actual expenditures must be for the salary and related costs of a code enforcement officer for the program and directly related program costs.
- The city, county, or city and county must provide and fund at least one city planner, health official and/or comparable specialist for at least 20 hours per week for the three-year duration or other comparable resources.

Grant Terms and Limits

- Grants will be made for a term of three years.

- Grants will be subject to conditions set forth in a Standard Agreement (Contract).

Rating and Ranking of Applications

All applications that are eligible, complete and meet all the threshold requirements will be rated and ranked according to the following criteria. Additional detail is available in the application package describing the relative weights assigned to each criteria.

Criteria	Maximum Points
1. Demonstration of serious, current housing code enforcement deficiencies within each target area, whether those code deficiencies are in violation of locally enacted ordinances or state codes.	75
2. A plan to have high visibility of code enforcement staff and to create close and frequent communication and interaction with property owners, tenants and other residents of the target area, including in the evenings and on weekends.	50
3. A plan to conduct formal and informal meetings with the code enforcement team to inform owners and residents of the pilot program.	50
4. A plan demonstrating an intent to ensure cooperative and effective working relationship between code enforcement officials, local health department officials, local prosecutorial agencies, and officials operating local programs providing public funds to finance affordable rental housing rehabilitation and repairs which includes assistance to owners and prevention or mitigation of resident displacement.	100
5. A plan for timely and effective administrative and judicial enforcement of code violations.	50
6. A “program” which includes activity, which can be measured to indicate the success of the program, and which may be replicable in other jurisdictions.	175
TOTAL POINTS AVAILABLE:	500

Application Request

Applications must be on forms provided by HCD. Applicants may write or call for an application package at the address or telephone number listed below, or by email at <mailto:Jmaynard@hcd.ca.gov> or <mailto:Bharward@hcd.ca.gov>. A completed application must be received by HCD, no later than 5:00 p.m. on Monday, December 18, 2000. No facsimiles will be accepted. It is anticipated that funding announcements will be made in January of 2001.

U.S. Mail

Brad Harward; or, Jo Maynard
Department of Housing and Community
Development
Community Code Enforcement Pilot Program
P.O. Box 1407
Sacramento, CA 95812-1407

Phone Number (916) 445-9471

Private Carrier

Brad Harward; or, Jo Maynard
Department of Housing and Community
Development
Community Code Enforcement Pilot Program
1800 Third Street, Suite 260
Sacramento, CA 95814

Legal Information

The Department of Housing and Community Development (HCD) reserves the right, at its sole discretion, to suspend or amend the provisions of this NOFA. If such an action occurs, HCD will notify all interested parties. Applicants are urged to carefully review this NOFA, the application documents and Chapter 8, commencing with section 17998 to Part 1.5 of Division 13 of the Health and Safety Code before submitting applications.

Information And Assistance

Staff is available to answer questions regarding the program or the submitting of the application and attachments. Please call either Brad Harward or Jo Maynard for assistance or additional information at (916) 445-9471.

Thank you for your interest in the Community Code Enforcement Pilot Program.

Sincerely yours,

Norman Sorenson
Deputy Director